

Human Resource Policy Update/Change August 2008

Section 1: Compensation

1B1 – Moved “Accumulated leave payoff...” under 1B2 to 1B1 as a fourth bullet
1H – Holiday compensation added language that the employee needs to have coded some kind of pay status on their timesheet in order to be eligible for Holiday Pay and added reference to Holiday Pay while on FMLA leave without pay status.

Section 2: Vacation Leave

2D4 – Add rule reference and changed that an employee can substitute sick leave if the employee has a doctor’s note justifying the illness.

Section 3: Sick Leave

3C – Language clean up
3D3 – Rule reference
3D3a – Language clean up
3H – Delete Health Care Appointments

Section 4: FMLA

4C5 – Added FMLA for active duty in the Armed Forces
4E – Remove EAL reference and reference Sick Leave Policy for clarification purposes.

Section 5: Special Leave

5E – Removed “and the number of incidents (maximum of one) such leave is”
5I – Language clean up

Section 6: Leave Donations

6B1 – Add death of a family member to Eligibility Section